



Department of Energy

Washington, DC 20585

May 9, 2000

MEMORANDUM FOR DISTRIBUTION

FROM:

A handwritten signature in dark ink, appearing to read "Joseph Arango", is written over the printed name.

Joseph Arango, Facility Representative Program Manager (S-3.1)

SUBJECT: Facility Representative Program Performance Indicators Quarterly Report

The Facility Representative Program Performance Indicators (PIs) Quarterly Report is attached, covering the period from January 2000 to March 2000. Data for these indicators are gathered by the Field elements quarterly per the Facility Representatives Standard, DOE-STD-1063, and reported to Headquarters Program Offices for evaluation and feedback in order to improve the Facility Representative Program. The definitions of the PIs from the Standard are also attached for your use in evaluating the data.

You will note that the indicators show the attrition of five Facility Representatives from the program during this reporting period. Of those five, two were promoted to positions with greater responsibilities within their offices, two resigned from the Department to pursue other work, and one accepted a lateral transfer to a different job within the local office.

I intend to continue to provide this summary information to you quarterly. These PIs provide valuable measures of the effectiveness of the Facility Representative Program across the complex. These indicators should be used to guide future actions to correct weaknesses and further strengthen the role of the Facility Representatives in the Department goal of conducting work safely.

Current Facility Representative information and past quarterly reports are accessible via the Internet at our website (<http://dr.tis.doe.gov/facrep>). Should you have any questions or comments on the website or this report, please do not hesitate to contact me at 202-586-7599.

Attachments



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Facility Representative Program Quarterly Report
May 9, 2000

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Facility Representative Program Performance Indicators (1QCY2000)

Ops Office	Area Office	FTEs	Actual Staffing	% Staffing	Attrition	% Core Qual	% Full Qual	% Field Time	% Oversight Time
AL	AAO	16	9	56	0	89	67	35	70
AL	KAO	9	8	89	1	63	63	25	35
AL	LAAO	17	8	47	0	75	75	21	47
CH*	AMES*	-	-	-	-	-	-	-	-
CH*	ARG-E*	-	-	-	-	-	-	-	-
CH	ARG-W	2	2	100	0	100	100	44	76
CH*	BHG*	-	-	-	-	-	-	-	-
CH*	FERMI*	-	-	-	-	-	-	-	-
CH*	PPPL*	-	-	-	-	-	-	-	-
ID	OPS	18	17	94	0	94	76	39	72
NV	OPS	9	8	89	1	100	50	45	71
OAK	OPS	10	9	90	0	89	55	30	67
OH	FERN	6	6	100	0	100	100	33	76
OH	MEMP	4	4	100	0	100	100	54	64
OH	WVDP	3	3	100	0	100	100	52	65
OR	EM	16	12	75	0	92	83	50	70
OR	NE	3	4	133	0	75	75	48	63
OR	ORNL	2	2	100	0	100	100	59	82
OR	Y-12	8	6	75	2	83	83	45	68
RF	FIELD	12	14	117	1	78	78	45	65
RL	OPS	25	23	92	0	96	96	40	70
RL	ORP	7	7	100	0	100	86	31	57
SR	OPS	43	40	93	0	85	78	42	68
WIPP	CAO	1	1	100	0	100	0	40	60
Totals:		211	183	92	5	89	79	41	66
DOE Goals:		-	-	100	-	-	>75	>40	>60

* Did not report data for 1QCY2000

STAFFING			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Staffing	$\frac{\text{Number of FacRep positions filled}}{\text{Number of FacRep positions} *}$	100% of [#FacReps] * per DOE-STD-1063-2000
DOE-wide	Attrition	Number of FacReps leaving the program this quarter.	N/A

TRAINING AND QUALIFICATION			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% of FacReps Core Qualified	$\frac{\text{Number of FacReps Core Qualified}}{\text{Number of FacReps}}$	None specified
DOE-wide	% of FacReps Fully Qualified	$\frac{\text{Number of Fully Qualified FacReps}}{\text{Number of FacReps}}$	Greater than 75%

FULFILLING THE FACILITY REPRESENTATIVE ROLE			
TYPE	INDICATOR NAME	HOW TO CALCULATE	GOAL
DOE-wide	% Field Time (FacRep % time spent in the plant/field on plant walkthroughs, surveillances, assessments, etc.) Overtime/comptime hours count in both the numerator and denominator	$\frac{\text{Average number of hours spent in the plant/ field this quarter}}{\text{Number of available work hours this quarter} *}$	Greater than 40% * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.
DOE-wide	% Oversight Time (FacRep % time spent performing contractor oversight which includes time in plant/field as above, and procedure reviews at desk, ORPS activities at desk, etc.) Overtime/comptime hours count in both numerator and denominator	$\frac{\text{Average number of hours FacReps spend performing contractor oversight this quarter}}{\text{Number of available work hours this quarter} *}$	Greater than 60% * Denominator only includes number of hours expected by DOE-STD-1063-2000, if the FacRep is a part-time FacRep.